

FEDERAL CITY PERFORMING ARTS ASSOCIATION, INC.

MEETING
 BOARD OF DIRECTORS
 8 MAR 87
 LEVINE SCHOOL OF MUSIC
 1:30 P.M.

PRESENT:
 BOHN RETTENMAIER
 BRAYTON REYNOLDS
 COOPER ROSENDALL
 HERMAN SABACEK
 KREMER VAN LUYN
 LESTER ZISKIND
 POWERS

ALSO PRESENT:
 RESNICK ANN
 SISSON JENIFER
 TRINKLEY

1. CALL TO ORDER:
 HERMAN Called meeting to order at 1:40 P.M.

2. MINUTES:
 BRAYTON Corrected minutes to read Gamma Mu Concert is scheduled for the 15th, not the 14th.
 ZISKIND Corrected minutes to read we could get an invitation if we want; it has not been received.
 BRAYTON Moved that the minutes be accepted as corrected.
 CARRIED.

3. AUDIENCE SURVEY/MARKETING ANALYSIS:
 ROSENDELL Is working with Barbara KALOUR.
 KALOUR requested Ann and Jenifer to work on marketing analysis; they are workinf on an audience survey which will be an insert to the "Encore" program.
 This survey will be a part of a series.
 Ann Reviewed issues to be addresses.
 Insert will be 1-page, folded.
 Jenifer Chorus members will be used for a practice session tonight.

4. TREASURER'S REPORT:
 BOHN Presented report.
 Requested accurate inventory of music.
 Dudley Memorial Fund will be set up as a separate account which is presently \$5209.80.
 Interest earned by the account will be applied to the account.
 The 30MB hard disc is purchased and installed.
 Accounts payable should be listed as such.
 Accounts payable and receivable are not shown; we work on cash accounting.
 BOHN Moved to spend \$800.00 for a NLQ, 24-pin, wide carriage NEC printer.
 CARRIED.
 RETTENMAIER One machine does not do it all; this is about the best we can do at the present.
 SISSON Will this do both NLQ and draft?
 ZISKIND Expressed concern over spending \$800.00 at this time.
 BOHN Has reviewed with THORN and RETTENMAIER about printer.
 LESTER We need software now; applications for free programs may take too long.
 ROSENDALL Contact manufacturers directly on equipment and software to be given to 501C3 organizations.
 BOHN Has discussed with THORN programs and systems.
 We will have to set GMCW standards.
 Will Look to LOTUS 1-2-3.

5. MUSIC DIVISION REPORT:

TRINKLEY An Artistic Director has been appointed for the March on DC Program.

An integrated program has been proposed--light music and Broadway for the first half; American music for the second.

We should have no problem with the program as it now sets.

Regrets the conflict with the Penn State program.

Will attend the ACDA convention in San Antonio on Wednesday thru Saturday.

ACDA will be in Boston in FEB-88.

Proposed GMCW submit a 10-15 minute tape for a blind audition.

Will review small ensembles this week

BOARD Commended SISSON for the rehearsals he conducted.
Echoed with applause.

SISSON Rehearsal tapes are available; the Business Division will distribute them.
Reproduced 8 tapes of a recorded Offenbach to assist the soloists, and requested reimbursement of \$30.95.

ZISKIND Moved that the reimbursement be made.
CARRIED.

SISSON Presented proposal for June Cabaret Concert.
ROSENDALL Would like to do some Duke Ellington music.
ZISKIND Would like to present a positive response to those requesting Ellington.

RETTELMAIER Moved to accept, in concept, the June Concert proposal-- without the discussion of intermissions.

MOTION WITHDRAWN.

SISSON Will have to significantly reprogram if there are to be two intermissions.

LESTER What of the small ensembles?
SISSON They will be taken into account.
GQ has requested not to perform.

LESTER Looking at both musical and business considerations-- like to find another intermission that will make us some money. This is billed as a cabaret.

ZISKIND This concert is costing more per seat than any other.
BRAYTON If we open the bars before the concert, we will make enough money.

ZISKIND Eliminating 1 intermission eliminates 1/3 of the revenue.

BRAYTON Physical costs of tables etc. are ca. \$9. K.
HERMAN This will be the weekend AFTER Pride.

SISSON The concert is 1.5 hours: 2 45-min sets, and 1 30-min intermission

SABACEK The Music Division and David have come up with the best best programming.

We are now concerned with covering ourselves financially with liquor sales in an other intermission.

SISSON The program is built for 1 intermission.
Each set needs a strong opener and closer.

Proposed a "Cocktail Hour with Band"

VAN LUYN Open bar during the concert is OK.

Wouldn't the quality of the program suffer with an open bar?

HERMAN Crowded conditions make service difficult.

COOPER Bill the concert time as 7:30 P.M.

ROSENDALL Moved that the Board accept in principle the proposed June concert program with a single intermission, preceded by a cocktail hour accompanied by band music. The concert will begin at 8:00 P.M., and the cocktail hour will begin at a time to be decided by the production staff.

CARRIED.

6. BUSINESS DIVISION REPORT:
POWERS Will report on finances for June at the next meeting.
Amy BURTON's contract is out to her.

7. PRODUCTION:
BRAYTON What do we want to charge LGBA and PFLAG for our appearances? \$500.00/each?

Windy City is considering our invitation today; two sections of the chorus want to come.
Kennedy Center is booked--but there may be a Sunday afternoon.
National Theatre has been contacted.
Will check with Constitution Hall--3700 seats.
We have successful Sunday concerts at Penn State.
Will look to afternoon of Sunday, 24 April, 1988 at the Kennedy Center Concert Hall.

BRAYTON Presented financial statement for Holiday concert.

Presented budget for "Encore".
It is OK to collect for the Golden Gate Choral Foundation

RESNICK Presented schedule for rehearsals and program for March.
Gig sheet will be ready tonight.
We have the hall until 11:00 P.M. for rehearsals and concert--we must be all out the door by then.
Will Agnew will be stage manager.

HERMAN Received a letter from Boston on participation and organization for GALA choruses to do a program.
Refer to LGBA; the March Committee should be approached by GALA.
RETtenmaier Do not enter into competition with the LGBA Program.
HERMAN Will write to Boston with a copy to GALA and LGBA.

HERMAN Has received an inquiry from the Washington Musicians for Nuclear Disarmament for us to perform for 10-15 minutes at a concert in May.
ROSENDALL We have to review this legally.
HERMAN We should distribute our performances.
BRAYTON will investigate.

8. MEMBERSHIP:
REYNOLDS HF will review tuxes and the party,
Attendance policy and leaves of absence will be addressed.
Membership Handbook requires substantive input from the Board, its Committees and Divisions.
The handbook will be an up-dateable kit.
Spoke of HF mailings.
ZISKIND We budgeted \$2800.00 for food functions.
KREMER Capital Club members and guests must be figured-in.
REYNOLDS It will cost \$750.00 to cater.
RETtenmaier Consider a function in conjunction with the 21st rehearsal. That is EXIT Bartending--we could meet for cocktails.

9. FUND-RAISING:
LESTER Thanked HUNNICUTT for taking over program advertising.
There are 2 additional Cap. Club members.
Donor records are in shape.
Deck Party is scheduled as a fund-raiser at SABACEK's the Sunday before Memorial Day--the 24th.
POWERS GUERRANT & HOLLOWAY can not do something now; they propose OCT-87.

SABACEK We should plan to sell tickets for June at Pride.
BOHN Ad receipts need documentation.

10. PR and PUBLICATIONS:

ROSENDALL On target for "Encore".
 Action lights start on Friday.
 We are in the Washingtonian, with a photo.
 Blade ads are OK
 We are scheduled for the in-towner and the guide to the lively arts.

Will do letterhead and envelopes

Plans to do options and cost factors for various Chorus Call format for the 4th issue--the program issue.

SABACEK Would like to stick to one-month out on flyers.
BOHN Commended PR & Publns. on the poster/flyer.

11. COMMUNITY LIAISON:

ZISKIND Has produced a letter and form for mailing list augmentation.
 Requested \$54.00 reimbursement for postage and envelopes.

POWERS Moved reimbursement of \$54.00 for postage and envelopes for the mailing list augmentation project.
 CARRIED.

12. CAPITAL CLUB:

SABACEK Social was last night--business was brief.
 BOHN presented our financial charts--it was impressive.

13. LONG-RANGE PLANNING:

SABACEK MADDOX will join the committee.
VAN LUYN Discussed planning for spaces.

14. TOM DUDLEY MEMORIAL FUND:

POWERS Moved the fund be named the TOM DUDLEY MEMORIAL FUND.
 CARRIED.

HERMAN Reviewed the Executive Committee recommendations on the Fund.

LESTER Moved that the income from the Fund be returned to the Fund, and that only interest be spent for scholarship for chorus members and to assist in the participation of GMCW in community activities (by paying some of the costs of production).
 CARRIED.

15. CALENDAR:

BOARD Discussed Calendar and Hot Flashes.
 Secretary will maintain the Chorus Calendar.

16. NOMINATIONS AND ELECTIONS COMMITTEE:

RETTELNMAIER The Committee should be appointed by the next Board meeting.
 Request for volunteers will be made at rehearsal,

17. PRESIDENT'S AD HOC COMMITTEE:

HERMAN Reviewed need for and scope of Committee.

RETTELNMAIER Moved approval of the President establishing committees as needed.
 CARRIED.

18. LGBA LIAISON:

BRAYTON RESNICK will be liaison between GMCW, Different Drummers and LGBA.

19. SIGNER AT CONCERTS:

BRAYTON: HAHN will probably not interpret after "Encore".

ZISKIND Moved that a signer not be employed for future concerts.

NO SECOND.

BOARD Discussed in general terms the purposes and audience/
community effectiveness of a signer at GMCW concerts.

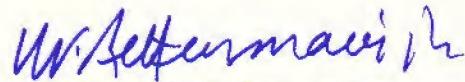
20. LEVINE SCHOOL NEWS:

BOHN Levine School has an occupancy permit.

21. ADJOURNMENT:

VAN LUYN Moved adjournment.
Carried.

Meeting adjourned 4:40 P.M.



W. F. RETTENMAIER, JR.
Secretary